



Office of
the Schools
Adjudicator

LOCAL AUTHORITY REPORT
TO
THE SCHOOLS ADJUDICATOR
FROM
Haringey Local Authority

30 JUNE 2015

Report Cleared by (Name): Anji Phillips

(Title): Assistant Director for Schools and Learning

Date submitted: 30 June 2015

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www.gov.uk/government/organisations/office-of-the-schools-adjudicator

Please email your completed report to: osa.team@osa.gsi.gov.uk

Introduction

1. Section 88P of the School Standards and Framework Act 1998 requires Local Authorities to make an annual report to the adjudicator.
2. The School Admissions Code (the Code) at paragraph 6 sets out the requirements for reports by local authorities. Paragraph 3.23 specifies what must be included as a minimum in the report to the adjudicator and makes provision for the local authority to include any other local issues.
3. There are other matters concerning admissions, some suggested by local authorities, about which it would be useful to have a view. Rather than undertake a separate exercise in which information is sought from local authorities, you are asked to include any relevant information in your report to the adjudicator.

Completing the Template

This template is designed to be completed electronically - boxes will expand as necessary.

Throughout this report, please include middle deemed primary schools as for pupils up to age 11 and middle deemed secondary schools as for pupils over 11. For schools that have children of primary and secondary age and are not designated as a middle school please record them as all-through schools.

Where a type of school is given, foundation covers foundation schools and foundation schools with a foundation (trust schools). Academy schools should be recorded by the individual type of academy school, namely, academy, free school, UTC or studio school.

1. Local Authority school numbers

Please give the total number of schools by type within your local authority as at 30 June 2015.

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Community	38	5	
Voluntary Controlled	1		
Voluntary Aided	14		
Foundation		1	
Academy	9	5	1
Free School	2		
UTC	N/A	1	
Studio School	N/A		

2. Admission Arrangements for Admissions in September 2015

The Code at paragraph 3.23 requires that each local authority must report on how well the admission arrangements for state-funded schools (of all types) in its local authority area serve the interests of the groups of children listed below.

Please include details of:

1. Any ways in which the each of the following groups of children have been especially well served; and
2. Any difficulties that have arisen for each group of children while allocating places for admission in September 2015.

(a) How well are the interests of **looked after children** served?

Tick as appropriate: Fully In part Not satisfactorily

Comments: Top priority is given to looked after children under the admissions criteria. Where an in-year application is received from a looked after child out of school and a school is full, we will ask the admission authority to go over their planned admission number in that year group to accommodate this child. We have not had to use our powers to direct a maintained school to admit a child who is looked after as our schools have always cooperated in admitting without delay.

(b) How well are the interests of **previously looked after children** served?

Tick as appropriate: Fully In part Not satisfactorily

Comments: Top priority is given to previously looked after children under the admissions criteria. Where an in-year application is received from a previously looked after child who is out of school and a school is full, we will ask the admission authority to go over their planned admission number in that year group to accommodate this child. We have not had to use our powers to direct a maintained school to admit a previously looked after child.

(c) How well are the interests of **children with disabilities** served?

Tick as appropriate: Fully In part Not satisfactorily

Comments: Parents/carers of children with disabilities that do not have an Education, Health and Care Plan or a statement of special educational needs may apply for admission under the social/medical criterion. Parents are asked to submit written professional evidence to confirm that there is an exceptional medical or social need and the information must demonstrate how the specified school is the only school that can meet the defined needs of the

child.

The admission of these children to school falls within the scope of the In-year Fair Access Protocol Panel. These children can be referred to the Panel for allocation and will take precedence over those on a waiting list.

- (d) How well served are **children who have special educational needs and who have a statement of special needs** that names a school (or an education health and care plan)?

Tick as appropriate: Fully In part Not satisfactory

Comments: Where children with an Education Health and Care Plan or a statement of special educational needs names the school, we will work to ensure that the child is admitted in line with the requirements of the Code at paragraph 1.6.

- (e) How well served are those **children who have special needs, but do not have a statement?**

Tick as appropriate: Fully In part Not satisfactory

Comments: Parents/carers of children who have special needs but do not have an Education Health and Care Plan or a statement of special educational needs may apply for admission under the social/medical criterion. Parents are asked to submit written professional evidence to confirm that there is an exceptional medical or social need and the information must demonstrate how the specified school is the only school that can meet the defined needs of the child. The LA has set up a social/medical Panel to consider these cases.

This group of children also fall within the scope of the In-year Fair Access Protocol. They can be referred to the Panel for allocation and will take precedence over those on a waiting list.

3. Co-ordination of admissions

A) During the normal admissions round

Please assess the effectiveness of co-ordination of primary and secondary admissions for September 2015 in your local authority highlighting any particular strengths in the process and any problems.

Primary

- (a) How well has the second year of operating the national offer day for primary places worked compared with when there was no specified

national offer day?

Tick as appropriate: Better The same Less well

(i) Any strengths of the new procedure?

Comments: All London boroughs previously worked towards an agreed PAN London scheme with a common offer day. Operating a national offer day for primary places is proving more effective than previous years because it has provided clarity on timescales for families with younger siblings in primary schools and for families moving from and to other parts of the country.

(ii) Any problems encountered this year?

Comments: None

Secondary

(b) How well has the operation of national offer day worked for secondary admissions this year?

Tick as appropriate: Better than last year The same
Less well than last year

(i) Any strengths?

Comments: The operation of national offer day for Secondary admissions continues to work well.

(ii) Any problems?

Comments: None

(c) If you have any UTCs or studio schools in your area, do you co-ordinate admissions for entry at the relevant year group of entry to these schools?

Tick as appropriate: Yes No N/A

If **YES**, please explain how well the admissions process is working for these schools: Tottenham UTC participated in the PAN London co-ordination admissions system for admission into year 10 in September 2015. It has been possible to offer all applicants who applied a place at the school.

If **NO**, do you have any evidence about how well the admission process is working for individual UTCs or studio schools?

Tick as appropriate: Yes No

If **YES**, please comment: NA

B) In-year admissions

From September 2013 in-year admissions have not had to be co-ordinated by the local authority.

(a) How many **pupils** have needed a school place because they do not have one or parents have applied for a place as an in-year admission for any other reason between 1 September 2014 and 15 June 2015?

For pupils up to age 11	For pupils over age 11	For Sixth Forms
1596	699	n/a

(b) Does the local authority co-ordinate in-year admissions for any schools in its area?

Tick as appropriate: Yes No

If **YES**, for how many of which schools does it currently co-ordinate in-year admissions?

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Community	38	5	
Voluntary Controlled	1		
Voluntary Aided	14		
Foundation		1	
Academy	9	4	1
Free School	2		
UTC	N/A	1	
Studio School	N/A		

(c) If you have any information about how many schools parents approach before obtaining a place, please comment?

Comments: Parents who approach schools direct are asked to complete the Local Authority in-year application form which is sent to the Admissions Service to ensure there is no delay in the child being admitted.

(d) How confident are you that the requirements of the Code at paragraph 2.22 for schools to keep the local authority informed in a timely manner

about applications and the outcomes are being met?

Tick as appropriate: Very confident Confident Not confident

(e) Across your local authority area how well have in-year admissions worked this year?

Tick as appropriate: Better than last year The same as last year
Less well than last year

(f) Please comment on the effectiveness overall of in-year admission arrangements across all types of schools in your local authority.

Comments: The co-ordinated scheme continues to work well. All schools are asked to provide information to comply with paragraph 2.22 on a weekly basis and where this has not been provided, this has been challenged.

There is currently a local agreement in place with the Harris Federation schools who have chosen to administer their own in year admissions and who will be providing a seperate application form to parent/carers from September 2015. A copy of this form will be available from both the Harris schools and from the Local Authority. This information will be set out in the Admissions prospectus from September 2015.

4. Fair Access Protocol

The Code at paragraph 3.9 requires each local authority to have a Fair Access Protocol agreed with the majority of schools in its area. Paragraph 3.11 of the Code requires that all admission authorities must participate in the Fair Access Protocol.

(a) Please confirm that your local authority has a Fair Access Protocol that has been agreed with the majority of schools in your area.

Tick as appropriate: Yes No

If **NO**, please explain:

(b) Although a majority of schools, and perhaps all, will have agreed the Fair Access Protocol, some may not have done so. Please state how many schools have not agreed the Fair Access Protocol.

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Community	0	0	0
Voluntary Controlled	0	0	0
Voluntary Aided	0	0	0
Foundation	0	0	0
Academy	0	0	0
Free School	0	0	0
UTC	N/A	0	0
Studio School	N/A	0	0

(c) Where schools did not agree the Fair Access Protocol; please say why they did not agree.

Comments:

(d) (i) Please give your assessment of how well your Fair Access Protocol has worked in the academic year 2014/15 in placing children without a school place in schools in a timely manner.

Tick as appropriate: Very well Mostly well Some difficulties

(ii) What is your general assessment of the working of the protocol compared with last year?

Tick as appropriate: More effective As effective Less effective

(iii) How frequently has the protocol been used to place a child compared with last year?

Tick as appropriate: More frequently Same frequency Less frequently

(e) Have you any examples of particularly effective collaboration and working individual schools? For example, placing children in year 6 of a primary school or years 10 and 11 of a secondary school.

Tick as appropriate: Yes No

Comments: The primary protocol sets out that year 6 applications to schools in an Ofsted category of concern will be considered by the IYFAP panel. The Local Authority and schools work closely together to ensure pupils are offered places quickly including in years 10 & 11. Alternative provision placements are commissioned where it is identified that this will best meet the educational needs of a young person.

(f) Have you had any specific problems in allocating a place through the protocol? For example, where a school has been reluctant to accept a

child.

Tick as appropriate: Yes No

Comments: Overall the application of the Fair Access Protocol has ensured that pupils without a school place have been placed quickly. Where schools have refused admission Haringey has sought a local resolution and where necessary met with the Head teacher and governors of the school concerned.

We monitor the length of time it takes to admit pupils and we ensure that children are admitted. As a result of this proactive approach to date we have not had to use our powers to direct a maintained school to admit a child who has been allocated by the in-year Fair Access Panel.

(g) How many children have been admitted to each type of school in the area under the protocol? How many children have been refused admission to a school?

Type of School	Number of children admitted			Number of children refused admission		
	Schools for pupils up to age 11	Schools for pupils over age 11	All-through schools	Schools for pupils up to age 11	Schools for pupils over age 11	All-through schools
Community	2	41				
Voluntary Controlled						
Voluntary Aided	3			2		
Foundation		6			1	
Academy	2	43			1	
Free School						
UTC	N/A	1		N/A		
Studio School	N/A			N/A		

(h) If children have not been placed successfully in a school through the protocol, have you used the direction process to provide a place for a child?

Tick as appropriate: Yes No N/A

(i) If **YES**, how many children have been placed and in which type of school as a result of a direction, including a direction via the EFA on behalf of the Secretary of State or after a referral to the Adjudicator?

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Community	0	0	0

Voluntary Controlled	0	0	0
Voluntary Aided	0	0	0
Foundation	0	0	0
Academy	0	0	0
Free School	0	0	0
UTC	N/A	0	0
Studio School	N/A	0	0

- (j) Please add any other relevant information you wish to include in this section concerning Fair Access Protocols.

Comments: Regarding table 4(g), the number of children refused admission under the Fair Access Protocol, all the children listed have been reconsidered under the protocol and have been allocated places elsewhere.

5. Admission Appeals

The Code requires data to be collected about appeals. In order to meet this requirement the DfE will use the latest published Statistical First Release: admission appeals for maintained and academy primary and secondary schools in England.

Taking into account the comments reported in 2014 by some local authorities in response to the invitation to “*add any comments about the appeals process in your area*”, it would be helpful to be able to gather views across all local authorities on the extent to which schools that are their own admission authority continue to use local authority services for appeals.

- (a) Do any own admission authority schools use any of your services as part of the appeals process?

Tick as appropriate: Yes No

- (b) If yes, please indicate the number of schools that use at least some services

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Voluntary Aided			
Foundation			
Academy		4	
Free School	1		
UTC	N/A		
Studio School	N/A		

- (c) Please indicate the services that are used :

Type of School	Schools for pupils up to age 11(Y/N)	Schools for pupils over age 11 (Y/N)	All- through schools (Y/N)
Full appeals process	1	3	
Legal advice		1	
Assistance in the preparation and presentation of case documentation			

(d) Please add any other service related to appeals obtained from the local authority

Comment:

(e) Please add comments about any other aspect of the appeals process in your area that works well or causes difficulties.

Comment: We have moved towards a Traded Services model in line with other Local Authority practises and we are now offering a full range of appeal services to own admitting authority schools which is working well.

6. Other Issues

A. Objections to admission arrangements

Paragraph 3.2 says “local authorities **must** refer an objection to the Schools Adjudicator if they are of the view or suspect that the admission arrangements that have been determined by other admission authorities are unlawful”.

(a) How many sets of admission arrangements of schools were queried directly by the local authority with schools that are their own admission authority because they were considered not to comply with the Code?

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Voluntary Aided	0	0	0
Foundation	0	0	0
Academy	0	0	0
Free School	0	0	0
UTC	N/A	0	0
Studio School	N/A	0	0

(b) How confident are you that all community, voluntary controlled and own admission authority admission arrangements are now fully compliant

with the Code?

Tick as appropriate: Very confident Confident Not confident

- (c) How many schools did not send the local authority a copy of their full admission arrangements, including the supplementary information form (or the form by any other name, for example religious inquiry form) if one is used, by 1 May, as specified in paragraph 1.47 of the Code?

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Voluntary Aided	0	0	0
Foundation	0	0	0
Academy	0	0	0
Free School	0	0	0
UTC	N/A	0	0
Studio School	N/A	0	0

B. Fraudulent applications

- (a) Is there any concern in your local authority about fraudulent applications?

Tick as appropriate: Yes No

- (b) Did the local authority make any offers on national offer days that were subsequently withdrawn as a result of a fraudulent application?

Tick as appropriate: Yes No

- (c) If **YES**, how many for each type of school?

Type of School	Number of Schools for pupils up to age 11	Number of Schools for pupils over age 11	Number of all-through schools
Community			
Voluntary Controlled			
Voluntary Aided			
Foundation			
Academy		2	
Free School			
UTC	N/A		
Studio School	N/A		

- (d) What action is the LA taking to prevent fraudulent applications?

Comment: The LA is continuously reviewing how address verification procedures can be strengthened, to safeguard against fraudulent applications,

and against any alleged practice of moving temporarily to gain access to a preferred school. Home to school distance is a key criterion for the majority of schools in Haringey and as such we recognise the importance of robust address verification procedures.

All changes of address are thoroughly investigated and we do not accept information relating to a temporary arrangement put in place to gain access to a preferred school. Our address verification procedures are set out in our Admissions Prospectus and on our website.

Haringey considers that every school place obtained by deception is unfair, as other children are being deliberately denied their legitimate claim to that place. Rigorous checks are carried out to ensure that applications are not fraudulent. We carry out random checks on a number of applications and we reserve the right to carry out home visits to the address used on the application form. These checks take many forms from random address checks through to wider checks where fraud is suspected or indicated. If we discover that a school place was obtained using a false address, we will withdraw the offer and give it to a child who was entitled to the place

Our proposed admission arrangements for 2017/18 will be going to the Council's Cabinet in September 2015 for agreement to consult with stakeholders. A proposal to consider changes to the sibling criterion will be included in this report. Wandsworth and Hackney have introduced a maximum home to school distance if the family has moved since the older sibling was offered a place. Haringey will be exploring whether this could potentially safeguard against the alleged practice of moving address temporarily to gain access to a preferred school. We will be consulting with key stakeholders to determine whether the definition of the sibling criterion best meets the needs of Haringey residents.

C. Summer born children

The DfE issued revised guidance in December 2014 "Advice on the admission on summer-born children" for local authorities, school admission authorities and parents ([Link to Guidance](#)). The School Admissions Code at paragraph 2.16 deals with deferred entry and/or part-time attendance for children in the year they reach compulsory school age. Paragraph 2.17, 2.17A and 2.17B refer to the admission of children outside their normal age group.

- (a) Do you keep data for any schools on the number of requests from parents who ask that their child is admitted to a class outside their normal age group?

Tick as appropriate: Yes No

- (i) For community and voluntary controlled schools: Yes No

- (ii) For own admission authority schools: Yes No

If **YES**, please complete the table:

Type of School	How many requests for admission to year R for a child who has reached the normal age for Year 1	How many requests were subsequently agreed?
Community & Voluntary Controlled	4	4
Own Admission Authority	0	0

(b) What reasons, if known, were given for seeking to delay the admission to reception of the child for a full school year?

Comments: The main reasons given in the request for delay were for prematurely born children who, had they been born on time, would have been in the subsequent cohort, and summer born children where the parent felt they were not emotionally ready to start school.

(c) Any other comments the local authority has on the matter of admission of summer born children.

Comments: In light of the updated DfE guidance (December 2014) on Summer Born Children the Local Authority has set up a panel of educational professionals to determine each case based on the individual circumstances given and in the best interests of the child concerned.

D. Pupil, service and early years premium

The 2014 School Admissions Code enables all schools to give priority for admission in 2016 to children eligible for the pupil, service or early years premium (paragraphs 1.39A and 1.39B). If admission authorities wish to introduce such a priority they need to have consulted as required by the Code.

(a) Pupil and service premium

In respect of community and voluntary controlled schools:

Type of School	Has the LA considered giving priority to pupil/service premium? (Y/N)	If YES, have you consulted on this? (Y/N)	In response to consultation has the priority be implemented? (Y/N)
Community Primary	N	N	N
Voluntary Controlled Primary	N	N	N

Community Secondary	N	N	N
Voluntary Controlled Secondary	N	N	N

Comments:

In respect of own admission authority schools:

Type of School	Has the LA been consulted by any own admission authority of the type shown below on giving priority to pupil/service premium? (Y/N)	If YES in response to consultation, for how many schools has the priority been implemented? (number)
Voluntary Aided Primary	N	
Foundation Primary	N	
Academy Primary	N	
Free School Primary	N	
Voluntary Aided Secondary	N	
Foundation Secondary	N	
Academy Secondary	N	
Free School Secondary	N	
UTC	N	
Studio School	N	

Comments:

(b) Early years pupil premium - nursery priority

In respect of community and voluntary controlled schools:

Type of School	Has the LA considered giving priority to early years pupil premium? (Y/N)	If YES, have you consulted on this? (Y/N)	In response to consultation has the priority be implemented? (Y/N)
Community Primary	N	N	N
Voluntary Controlled Primary	N	N	N

Comments:

In respect of own admission authority schools:

Type of School	Has the LA been consulted by any own admission authority of the type shown below on giving priority to early years pupil premium? (Y/N)	If YES in response to consultation, for how many schools has the priority been implemented? (number)
Voluntary Aided Primary	N	
Foundation Primary	N	
Academy Primary	N	
Free School Primary	N	

Comments:

E. Composite prospectus – admission to sixth form

The School Information (England) Regulations 2008, regulation 5 requires the local authority to publish no later than 12 September in the offer year a composite prospectus for primary and secondary schools. Regulation 6 deals with the manner of the publication of the prospectuses and schedule 2 to the regulations details the information to be included in a prospectus.

Schedule 2, paragraph 14 says of what is to be included: *“The determined admission arrangements for the school in relation to each relevant age group at the school (including ages above and below the compulsory school age) and, where the arrangements include a supplementary information form a copy of that form.”*

(a) How were the admission arrangements for admission to the sixth form of schools that admit students new to the school to year 12 included in a composite prospectus for admissions in September 2015?

(i) With the admission arrangements for each school admission to the earlier relevant age group (for example Year 7) for admission?

Tick as appropriate: Yes No

or

(ii) In a separate composite prospectus for the sixth form?

Tick as appropriate: Yes No

or

(iii) Other, please describe how the requirements of the regulations are met.

Comments: NA

(b) If the requirements of the regulations were not met for admissions in 2015, please give reasons why.

Comments: NA

F. Admission Forum

(a) Does your local authority still have an admission forum?

Tick as appropriate: Yes No

(b) Has this been continuous or re-instated?

Tick as appropriate: Continuous Re-instated

If **YES**, which groups, (types of schools and other bodies) are represented on the Admission Forum?

Comments: NA

How often does this forum meet?

Comments: NA

What do you see as the key benefits arising from this forum?

Comments: NA

G. Local Authority Issues

Please provide details of any other issues that you would like to raise and comment on that are not already covered in this report.

Comments: Nothing further to add

Thank you for completing this report

Please email your completed report to: osa.team@osa.gsi.gov.uk